



State of Delaware  
Department of Natural Resources &  
Environmental Control  
Division of Water  
89 Kings Highway  
Dover, Delaware 19901

Surface Water  
Discharges Section

Phone: (302) 739-9946  
Fax: (302) 739-8369

### **SECTION 4.04 REPORT**

<b>WASTEWATER TREATMENT FACILITY</b>			
Provide the requested information below as it pertains to the Wastewater Treatment Facility			
FACILITY NAME _____			
PHYSICAL ADDRESS _____			
CITY _____		STATE _____	ZIP _____
<b>OWNER INFORMATION</b>			
Provide the requested information below as it pertains to the owner of the Wastewater Treatment Facility			
OWNER NAME _____			
MAILING ADDRESS _____			
CITY _____		STATE _____	ZIP _____
<b>RESPONSIBLE OFFICIAL</b> _____		<b>TITLE</b> _____	
<b>EMAIL ADDRESS</b> _____		<b>TELEPHONE</b> _____	
This is the owner or designated representative assigned by the owner of the Wastewater Treatment Facility to answer inquiries and will be carbon copied on all pertinent correspondence with the licensed wastewater operator(s) assigned to this facility.			
<b>TYPE OF PLANT OR TYPE OF UNIT PROCESSES OPERATED</b>			
<b>PLANT SIZE</b>			
DESIGN FLOW _____		MGD	AVERAGE DAILY FLOW _____
			MGD
<b>* OPERATOR(S) IN DIRECT RESPONSIBLE CHARGE (DRC)</b>			
Means on-location accountability for, and on-location performance of, active daily operation (including Technical Supervision, Administrative Supervision, or Maintenance Supervision) for a Wastewater Facility, an operating shift of a system or a facility, or a major segment of a system or facility.			
NAME	LIC. #	LIC. LEVEL	AREA(S) OF RESPONSIBILITY
<b>* OTHER OPERATOR(S)</b>			
Means an individual, who at a given time, through observation, interpretation, or decision, operates a Wastewater Facility or a segment of a system or facility.			
NAME	LIC. #	LIC. LEVEL	AREA(S) OF RESPONSIBILITY
<b>VERIFICATION</b>			
DATE _____		SIGNATURE OF RESPONSIBLE OFFICIAL _____	

\* Attach additional sheet(s) if necessary

**RETURN COMPLETED REPORTS TO: DNREC, ATTN, SWDS, 89 KINGS HIGHWAY, DOVER, DE 19901**

*Delaware's good nature depends on you!*